

## MONTANA DEPARTMENT OF JUSTICE • DRIVER SERVICES

7  
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HB 152

### Driver Licensing

You may apply for a driver license at any driver exam station, regardless of where in Montana you live. The state laws governing driver licensing are found in the Driver Licenses chapter of the Montana Code Annotated. Please be prepared to pay for your license with cash or check, since credit cards are not accepted.

Information on commercial driver licenses, including endorsements and renewals, is available on the Commercial Driver Licensing page.

You can now schedule most of your driver licensing appointments from the convenience of your own computer. Scheduling online also helps you avoid waiting on the phone when our lines are busy. The Motor Vehicle Division has implemented online appointment scheduling for the following driver licensing stations:

**Billings, Bozeman, Columbus, Great Falls, Hardin, Helena, Miles City, Missoula, Red Lodge, Sidney, Superior and Townsend**

### Manual

Drivers need to be familiar with the Montana Driver License Manual. The Office of Public Instruction makes an adapted/illustrated version of the Montana Driver's Manual available.

### New Drivers

Individuals wishing to obtain a Montana driver license must:

- provide parental consent and complete the graduated driver licensing process if they are under 18
- pass written, vision and driving tests
- provide the required documents
  - proof of identity
  - proof of Montana residency
  - proof of authorized presence

### Learner's License (All Classes)

A learner's license:

- allows an individual to operate a vehicle when accompanied by a driver who has a valid license of the same class and type as that of the vehicle being driven
- valid for up to one year from the date of issuance

A Traffic Education Learner's License (TELL) allows minors to operate a motor vehicle when their licensed parent or legal guardian is in the seat beside them.

Individuals with a learner's license from another state can drive in Montana for 60 days with a licensed driver.

### Graduated Driver Licensing

Montana's graduated driver licensing law creates a three-step program that allows new drivers under the age of 18 years to safely develop and improve their driving skills. Each step progressively increases the privileges and responsibilities of a new driver in an effort to reduce the number of motor vehicle crashes involving minors.

#### Step 1: Permit Period

- Age and Permits
  - Teenagers may obtain a Traffic Education Learner's License (TELL) as early as age 14½ years old **only if** they are in a state-approved traffic education program.
  - Teenagers may get a Learner's License from a driver exam station if they meet all of the following criteria:
    - | are 15 years old and successfully complete a state-approved traffic education program, or are 16 years or older
    - | pass the required driver license tests
    - | turn in any other driver licenses
    - | do not have a license suspended, revoked or denied in any other state or jurisdiction
    - | pass the medical requirements for the type of driver license desired
    - | have not been found by a court to be mentally incompetent, alcoholic and/or a habitual user of illegal drugs
- Length of Permit
  - A teenager must hold a permit for a minimum of six consecutive months before applying for a First-Year Restricted License.
  - The permit is valid for up to one year.
- Conditions During Permit Stage
  - Teen drivers must acquire at least 50 hours of supervised driving experience, including 10 hours at night.

#### Driver Services

Appointment Scheduling

Commercial Driver Licensing

Cost & Length of License

Driver License Sanctions

Identification Cards

Manuals

Military Personnel

Motorcycle Endorsement

New Drivers: Under 18

Graduated Driver Licensing

New Residents

Renewals

Replacement Licenses

Required Documents

#### Organ, Eye and Tissue Donation Program

Each day in the United States, 18 people die waiting for a life-saving organ transplant. Thousands more await the cornea and tissue transplants that help blind people see and burn victims recover.

You can help. If you are 15 years or older, you can choose to register your wish to become an organ and tissue donor on your driver license or ID card. When you renew, tell the driver license station representative that you want to be a donor. You are already registered if your license says DONOR on the front.



If you haven't yet recorded your wish to be a donor, you don't have to wait until you renew your license. Visit the donor registry online at [www.DonateLifeToday.com](http://www.DonateLifeToday.com). For questions about organ, eye and tissue donation, please contact Donate Life Today toll-free at (877) 275-5269 or e-mail [info@DonateLifeToday.com](mailto:info@DonateLifeToday.com).



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## New Drivers

Individuals wishing to obtain a Montana driver license must:

- provide parental consent and complete the [graduated driver licensing](#) process if they are under 18
- pass written, vision and driving tests
- provide the [required documents](#)
  - proof of identity
  - proof of Montana residency
  - proof of authorized presence

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A learner's license:

- allows an individual to operate a vehicle when accompanied by a driver who has a valid license of the same class and type as that of the vehicle being driven
- valid for up to one year from the date of issuance

A Traffic Education Learner's License (TELL) allows minors to operate a motor vehicle when their licensed parent or legal guardian is in the seat beside them.

Individuals with a learner's license from another state can drive in Montana for 60 days with a licensed driver.

## Graduated Driver Licensing

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  - Teenagers may get a Learner's License from a driver exam station if they meet all of the following criteria:
    - | are 15 years old and successfully complete a state-approved traffic education program, or are 16 years or older
    - | pass the required driver license tests
    - | turn in any other driver licenses
    - | do not have a license suspended, revoked or denied in any other state or jurisdiction
    - | pass the medical requirements for the type of driver license desired
    - | have not been found by a court to be mentally incompetent, alcoholic and/or a habitual user of illegal drugs
- Length of Permit
  - A teenager must hold a permit for a minimum of six consecutive months before applying for a First-Year Restricted License.
  - The permit is valid for up to one year.
- Conditions During Permit Stage
  - Teen drivers must acquire at least 50 hours of supervised driving experience, including 10 hours at night.

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Appointment Scheduling  
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Cost & Length of License  
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New Drivers: Under 18  
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Each day in the United States, 18 people die waiting for a life-saving organ transplant. Thousands more await the cornea and tissue transplants that help blind people see and burn victims recover.

You can help. If you are 15 years or older, you can choose to register your wish to become an organ and tissue donor on your driver license or ID card. When you renew, tell the driver license station representative that you want to be a donor. You are already registered if your license says DONOR on the front.



If you haven't yet recorded your wish to be a donor, you don't have to wait until you renew your license. Visit the donor registry online at [www.DonateLifeToday.com](http://www.DonateLifeToday.com). For questions about organ, eye and tissue donation, please contact Donate Life Today toll-free at (877) 275-5269 or e-mail [info@DonateLifeToday.com](mailto:info@DonateLifeToday.com).

- A driver with a TELL permit must be supervised by a licensed parent or guardian.
- A driver with a Learner's License must be supervised by a licensed parent or guardian, or a licensed driver age 18 years or older who is authorized by the parent or guardian.
- Everyone in the vehicle must wear a seatbelt.
- The teen driver must not get any traffic violations for alcohol or drug offenses in the six-month period before advancing to Step 2.

### Step 2: First-Year Restricted License

When teens have satisfied all Step 1 requirements, they may apply for a First-Year Restricted License at a driver exam station. They must:

- pay the associated fees
- bring all required documents
  - proof of identity
  - proof of Montana residency
  - proof of authorized presence
  - a completed Graduated Driver Licensing Parent/Legal Guardian Certification form

Initially, the driver license will show a restriction code on the front and back. This restriction remains in effect for one year. During this period, the following restrictions apply:

- Everyone in the vehicle must wear a seatbelt.
- Teenage drivers may not drive between 11:00 p.m. and 5:00 a.m., with some exceptions.
  - These exceptions including emergencies, farm-related activities, travel to and from school, church or work, and specific parent-authorized purposes.
  - Law enforcement officials may contact the parent or guardian of a teen driver to verify the purpose for which the teen is authorized to drive between 11:00 p.m. and 5:00 a.m.
- For the first six months, unless supervised by a licensed driver age 18 or older, a teenage driver may have only one unrelated passenger under age 18 in the vehicle.
- For the second six months, unless supervised by a licensed driver age 18 or older, a teenage driver may have three unrelated passengers under age 18 in the vehicle.

### Penalties for violating the Step 2 license restrictions are:

- First Offense – between 20 and 60 hours of community service
- Second Offense – suspension of the teen's driver license for six months

### Step 3: Full Privilege Driver License

First-Year Restricted License restrictions automatically end on the date indicated on the back of the driver license, or when the individual turns 18, whichever occurs first. Once the teenager reaches Step 3, the driver license confers full privileges.

For more information on graduated driver licensing, go to the Graduated Driver License Law page on the Office of Public Instruction website.

### New Residents

Individuals with out-of-state licenses who wish to obtain a Montana driver license must:

- apply for a Montana driver license within 60 days of moving to the state if seeking a non-commercial driver license and within 30 days if they need a commercial license
- provide the required documents
  - proof of identity
  - proof of Montana residency
  - proof of authorized presence

They also may be required to pass written and driving tests, in addition to a vision test. However, driver examiners may, at their discretion, waive the written and driving tests for individuals who have in their possession a valid license issued by another state.

### Military Personnel

- Military personnel on active duty in Montana who have a valid license issued by another state and who are not employed in Montana, except as a member of the armed forces, do not need a Montana driver license.
- If the spouse of member of the armed forces stationed in Montana gets a job here, the spouse must get a Montana driver license within 90 days of becoming employed.
- Military personnel who have a valid Montana license when they enter the armed forces may use their Montana license until 30 days after an honorable discharge.
- To obtain a military exemption or to renew your Montana license, contact the Motor Vehicle Division Customer Service Center at (866) 450-8034 or, if you are out of state, e-mail the Motor Vehicle Division at [mvd@mt.gov](mailto:mvd@mt.gov).

### Cost and Length of Regular License

The cost of a regular, non-commercial (Class D) license is \$40 for an eight-year license (\$5 per year), plus the 50-cent fee for mailing the license renewal reminder. The term or length of your Montana driver license depends on your age at the time the license is issued or renewed.

**Fees for Basic Class D (Non-Commercial) Driver Licenses**

Customer Age (years)	Driver Licensing Fee	Total Fee with a Motorcycle Endorsement	Length of Driver License (years)
14	\$35.50	N/A	7
15	\$30.50	\$33.50	6
16	\$25.50	\$28.00	5
17	\$20.50	\$22.50	4
18	\$15.50	\$17.00	3
19	\$10.50	\$11.50	2
20	\$5.50	\$6.00	1

21-67	\$40.50	\$44.50	8
68	\$35.50	\$39.00	7
69	\$30.50	\$33.50	6
70	\$25.50	\$28.00	5
71	\$20.50	\$22.50	4
72	\$15.50	\$17.00	3
73	\$10.50	\$11.50	2
74	\$5.50	\$6.00	1
75 & older	\$20.50	\$22.50	4

A motorcycle endorsement is required to operate motorcycles, motor scooters, three-wheel motorcycles, etc. Written and driving tests are required. Depending on where you plan to take your test, you can schedule the test through the online Appointment Scheduling Service or, at exam stations that don't offer online scheduling, you can walk in to take the written test. You must pass the written test before you can make an appointment for the driving test.

Montana Motorcycle Rider Safety  
National Motorcycle Safety Foundation

Note that motorcycle driving tests are not given on wet roads.

Drivers applying for a motorcycle endorsement should be familiar with the [Montana Motorcycle Supplement](#).

#### Fees for a Motorcycle Endorsement

Type of Driver Licensing Service	Driver Licensing Fee	Number of years valid
Add a motorcycle endorsement	\$4 or less (50 cents per year)	Same as expiration on existing MT driver license

### Renewals

To keep your driving privilege valid, the renewal may be completed six months before your license expires (usually on your birthday). The license can still be renewed three months after its expiration, but your driving privilege expires at midnight on the expiration date and is not valid until the renewal is processed.

#### Renewal Options

Type of Exam Station	Renewal Options
<b>Full-service driver exam station</b>	You must <u>renew in person</u> .
<b>Rural, limited-service driver exam station</b>	You must <u>renew in person</u> by first paying for your license at the <u>county treasurer's office</u> and getting a pre-paid receipt, which you present to the driver examiner.
If you are a <b>Montana resident who is temporarily outside the state</b> and will not return before the expiration of your Montana driver license.	You may <u>renew by mail</u> . However, after renewing by mail, your next renewal must be completed in person at a driver exam station.
If you live in a <b>county that does not provide driver license services</b> (Carter, Garfield, Golden Valley, Jefferson, Judith Basin, Madison, Petroleum, Prairie, Treasure and Wibaux)	You may: <ul style="list-style-type: none"> <li>• <u>renew in person</u> at a full-service driver exam station; or</li> <li>• renew at a rural station by first paying for your license at the <u>county treasurer's office</u> and getting a pre-paid receipt, which you present to the driver examiner; or</li> <li>• <u>renew by mail</u>. However, after renewing by mail, your next renewal must be completed in person at a driver exam station.</li> </ul>

### Renewing in Person

1. If you do not have your expiring license with you, you must provide proof of identity and, if your name has changed, documentation of name change.
2. Be prepared to pay the \$40.50 fee for an eight-year regular, non-commercial (Class D) license with cash or by check. **Credit cards are not accepted.**  
OR  
In rural locations with limited driver license services, you must bring your pre-paid receipt from the county treasurer's office.
3. You will be given a temporary license and receive your new license in the mail within approximately two to four weeks.

### Renewing by Mail

To be eligible to renew your Montana driver license by mail, you must either:

- Be a Montana resident who is temporarily outside the state and will not return prior to the expiration of your Montana driver license **OR**
- Live in a county that does not provide driver license services—**Carter, Garfield, Golden Valley, Jefferson, Judith Basin, Madison, Petroleum, Prairie, Treasure and Wibaux**.

Renewals completed by mail are valid for eight years. After renewing by mail, your next renewal must be completed at a driver exam station.

### How to Renew a Non-Commercial License by Mail

1. For a regular Class D license, complete and sign all three mail renewal application forms:
  - Form 1, Class D Driver License Renewal Application #21-1900A
  - Form 2, Medical Evaluation for Driver License Mail Renewal Application #20-1900B, completed by a physician
  - Form 3, Report of Eye Examination Application #22-1801, completed by an optometrist
2. If your name has changed, you must also enclose documentation of name change.
3. Enclose a **money order** or a photocopy of your **pre-paid county receipt** (which may be purchased at a county treasurer's office or a driver exam station):
  - \$40.50 for a regular eight-year license
  - an additional \$4 if you have a motorcycle endorsement and would like to retain it
4. Enclose a self-addressed, stamped envelope if you want the temporary license mailed back to you. Your new driver license will be mailed in two to four weeks.

5. Mail the completed packet to:  
Motor Vehicle Division  
Montana Department of Justice  
303 N. Roberts  
P.O. Box 201430  
Helena, MT 59620-1430

## Replacement Licenses

If you lose or misplace your driver license, you may obtain a replacement license from any driver exam station. If you are out of state, you may call (406) 444-4590 or e-mail the Motor Vehicle Division at [mvd@mt.gov](mailto:mvd@mt.gov) for the appropriate paperwork. You may receive a replacement license by mail only if you are currently out of state. If your lost license is within six months of its expiration date, you may be eligible to apply for a renewal instead of a replacement.

### Fees and Required Documents for a Replacement License

Type of Driver Licensing Service	Driver Licensing Fee	Number of years valid	Required Documents
Replacement Montana driver license	\$10.00	Same as expiration on existing Montana driver license	<u>Proof of identity</u>

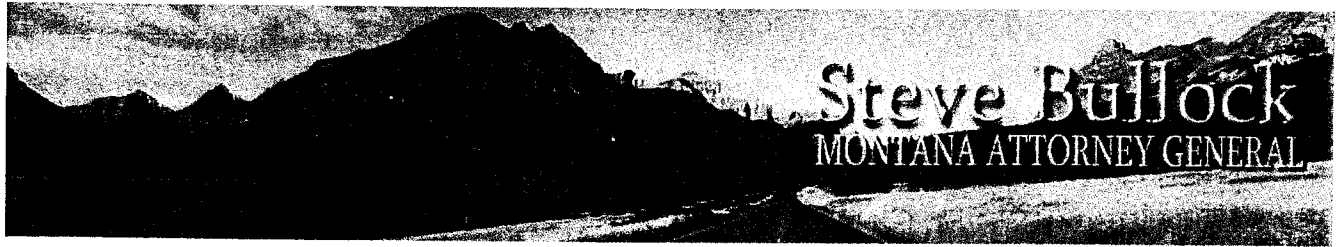
## Identification Cards

The Motor Vehicle Division issues identification cards only to Montana residents. Identification cards can be obtained at your local driver exam station.

### Fees and Required Documents for an Identification Card

Type of Driver Licensing Service	Driver Licensing Fee	Number of years valid	Required Documents
Montana Identification (ID) Card	\$8.00	4	<u>Proof of identity</u> <u>Proof of Montana residency*</u>

\*If you already have a Montana driver license, the name and address you use must match that on the ID card.



MONTANA DEPARTMENT OF JUSTICE • DRIVER SERVICES

## Driver Exam Stations

Driver Services

Appointment Scheduling

County Treasurer Motor  
Vehicle Offices

Driver Licensing

Exam Station Schedule

Online appointment scheduling is available to schedule your own appointments for most services at the following stations:

**Billings, Bozeman, Columbus, Hardin, Helena, Great Falls, Miles City, Missoula, Red Lodge, Sidney, Superior and Townsend**

The days and hours of operation and the services available at Montana's driver exam station vary by location:

- **Motorcycle Endorsement:** Exams for the motorcycle endorsement are available at any driver exam station. Depending on where you plan to take your test, you can schedule the test through the online Appointment Scheduling Service or, at exam stations that don't offer online scheduling, you can walk in to take the test.  
Note:
  - You must pass the written test before you make an appointment to take the driving test.
  - Motorcycle driving tests are not given on wet roads.
- **Commercial Driver License (CDL) Testing:**
  - CDL written test – can be taken at any driver exam station. Depending on where you plan to take it, you can schedule the test through the online Appointment Scheduling Service or, at exam stations that don't offer online scheduling, you can walk in to take the written test.
  - CDL driving test – While Class C testing is available at all driver exam stations, Class A and B testing is available only at the offices indicated in the schedule below.
    - ! For a Class A CDL driving test, call the Customer Service Center at (866) 450-8034 to make an appointment.
    - ! For a Class B and C CDL driving test, call the exam station indicated to make an appointment.
- **State Holidays:** All driver exam stations are closed on state holidays.
- **Allow Sufficient Time:** Written and driving examinations take time, so come early in the day to make sure there is sufficient time for a test. Driver exam stations tend to get busier during the afternoon. People who come into an office in the late afternoon may find that the staff does not have sufficient time to administer the required test. Please try to arrive at least two hours before the closing time specified in the following table to allow adequate time for testing.

**Rural Locations with Driver Exam Services** – In rural locations, people who need to obtain or renew a driver license first pay for the license at their county treasurer's office. The county treasurer gives them a receipt, which they present to the driver examiner.

**Rural Counties without Driver Exam Services** – There are some rural counties in which driver exam services are not available:

Carter  
GarfieldGolden Valley  
JeffersonJudith Basin  
MadisonPetroleum  
PrairieTreasure  
Wibaux

To get or renew a license, residents of these counties may pay for and take their driver exams at one of the stations where a pre-paid receipt is not required. Such counties are indicated on the table below.

**Cell Phone Restriction** – As a courtesy to people taking their written tests, cell phone use is not allowed in driver exam stations. Please turn off your cell phone when you enter a driver exam station.

**Credit Cards Not Accepted** – Please be prepared to pay for your license with cash or by check.

**Questions or Comments** – Call your local office on the days it is open if you have questions or concerns.

**Driver Exam Station Schedule**  
Updated March 1, 2011

City, Location and Phone Number (406 area code)	Days/Hours of Operation (except for state holidays)	Pre-Paid Receipt Required from County Treasurer	Commercial Skills Testing for Class:		
			A	B	C
<b>Anaconda</b> Lee Metcalf Center 115 E Pennsylvania 563-3951	1st, 2nd & 4th Thursday & every Friday: 8:30 am - 3:30 pm CLOSED: Noon - 1:00 pm	Yes	No	Yes	Yes
<b>Baker</b> Courthouse 10 W Fallon Ave 778-7115	2nd & 3rd Tuesday: 10:00 am - 2:00 pm	Yes	No	Yes	Yes
<b>Big Timber</b> Courthouse 200 W 1st 932-5151	2nd, 3rd, 4th Wednesday: 9:30 am - 3:00 pm	Yes	No	No	No

<b>Billings</b> 615B S 27th St 896-4326	Monday: 9:00 am - 5:00 pm Tuesday through Friday: 8:00 am - 5:00 pm Online <a href="#">Appointment Scheduling</a> required for most services.	No	Yes	Yes	Yes
<b>Bozeman</b> 2005 Gilkerson Suite B 587-0461	Monday: 9:00 am - 5:00 pm Tuesday through Friday: 8:00 am - 5:00 pm Online <a href="#">Appointment Scheduling</a> required for most services.	No	Yes	Yes	Yes
<b>Broadus</b> Courthouse 101 Lincoln 436-2444	1st & 4th Tuesday: 10:00 am - 2:00 pm	Yes	No	Yes	Yes
<b>Browning</b> City Hall 124 2nd Ave NW 338-3800	Thursday: 9:45 am - 2:30 pm CLOSED: Noon - 1:00 pm	Yes	No	No	No
<b>Butte</b> 3615 Wynne St 533-6630	Monday: 9:00 am - 5:00 pm Tuesday through Friday: 8:00 am - 5:00 pm	No	Yes	Yes	Yes
<b>Chester</b> Courthouse 111 1st St E 759-5455	2nd Wednesday: 9:30 am - 3:30 pm CLOSED: Noon - 1:00 pm	Yes	No	No	No
<b>Chinook</b> Courthouse 400 Ohio 357-2335	2nd Tuesday: 9:00 am - 4:00 pm CLOSED: Noon - 1:00 pm	Yes	No	No	No
<b>Choteau</b> Courthouse 101 Main Ave 466-2694	2nd & 4th Tuesday: 9:30 am - 3:00 pm CLOSED: Noon - 1:00 pm	Yes	No	No	No
<b>Circle</b> Courthouse 1004 Ave C 485-3425	2nd Thursday: 9:30 am - 2:30 pm	Yes	No	No	No
<b>Colstrip</b> 417 Willow Ave 748-2800	Thursday: 10:00 am - 2:00 pm	No	No	No	No
<b>Columbus</b> Courthouse 400 3rd Ave N 1-866-450-8034	Thursday: 9:30 am - 3:30 pm CLOSED: Noon - 1:00 pm Online <a href="#">Appointment Scheduling</a> required for all services.	Yes	No	Yes	Yes
<b>Conrad</b> Courthouse 20 4th Ave SW 271-4058	4th Tuesday: 9:30 am - 3:30 pm Wednesday: 9:30 am - 4:30 pm CLOSED: Noon - 1:00 pm	Yes	No	Yes	Yes
<b>Cut Bank</b> Courthouse 522 E Main 873-3340	Monday, Friday, & 5th Tuesday: 10:30 am - 2:30 pm CLOSED: Noon - 1:00 pm	No	No	Yes	Yes
<b>Deer Lodge</b> 1003 Buckskin Dr 846-6003	Wednesday: 8:00 am - 4:30 pm CLOSED: Noon - 1:00 pm	No	No	Yes	Yes
<b>Dillon</b> 102 N Washington 683-5141	Monday: 9:00 am - 5:00 pm Tuesday: 8:00 am - 5:00 pm CLOSED: Noon - 1:00 pm Wednesday: 8:00 am - 11:30 am Services limited to motorcycle and commercial skills testing, by appointment only.	Yes	No	Yes	Yes
<b>Eureka</b> County Building 66121 Hwy 37 297-3139	2nd Thursday: 10:00 am - 3:00 pm CLOSED: Noon - 1:00 pm	Yes	No	No	No
<b>Forsyth</b> Courthouse 1200 Main St 346-7661	1st & 3rd Wednesday: 9:30 am - 3:30 pm CLOSED: Noon - 1:00 pm	Yes	No	Yes	Yes
<b>Fort Benton</b> Courthouse 1308 Franklin 622-5032	3rd Wednesday: 9:30 am - 3:30 pm CLOSED: Noon - 1:00 pm	Yes	No	No	No
<b>Glasgow</b> 839 1st Ave S Suite 1 228-9599	Monday: 9:00 am - 4:30 pm 1st, 2nd & 3rd Tuesdays: 8:00 am - 4:30 pm Friday: 8:00 am - 4:30 pm CLOSED: Noon - 1:00 pm	No	Yes	Yes	Yes
<b>Glendive</b> 301 N Kendrick 365-4330	Monday: 9:30 am - 4:30 pm Wednesday & Friday: 8:00 am - 4:30 pm CLOSED: Noon - 1:00 pm	No	Yes	Yes	Yes

<b>Great Falls</b> 207 Smelter Ave NE Suite 3 (Twilite Center) 454-1251	Monday: 9:00 am - 5:00 pm Tuesday through Friday: 8:00 am - 5:00 pm Online <u>Appointment Scheduling</u> required for most services.	No	Yes	Yes	Yes
<b>Hardin</b> Big Horn Center 317 N Custer 1-866-450-8034	2nd Tuesday: 9:30 am - 3:30 pm CLOSED: Noon - 1:00 pm Online <u>Appointment Scheduling</u> required for all services.	Yes	No	No	No
<b>Harlowton</b> Library 13 S Central Ave No phone	1st Wednesday: 10:00 am - 3:00 pm CLOSED: Noon - 1:00 pm	Yes	No	No	No
<b>Havre</b> 220 3rd Ave Suite 209 265-3356	Monday: 9:00 am - 4:45 pm 1st, 2nd, 3rd Tuesday: 12:45 pm - 4:30 pm Last Tuesday: 8:00 am - 4:45 pm Wednesday & Friday: 8:15 am - 4:45 pm 2nd Wednesday: 12:45 pm - 4:30 pm Thursday: 12:45 pm - 4:30 pm	No	Yes	Yes	Yes
<b>Helena</b> 2708 Billings 443-3680	Monday: 9:00 am - 5:00 pm Tuesday through Friday: 8:00 am - 5:00 pm Online <u>Appointment Scheduling</u> required for most services.	No	Yes	Yes	Yes
<b>Kalispell</b> 1325 Hwy 2 W Suite E 257-2127	Monday: 9:00 am - 5:00 pm Tuesday through Friday: 8:00 am - 5:00 pm	No	Yes	Yes	Yes
<b>Lewistown</b> 1620 Airport Rd 538-8725	Monday: 9:00 am - 4:30 pm Tuesday: 1:00 pm - 4:30 pm Thursday & Friday: 8:30 am - 4:30 pm 5th Wednesday: 8:30 am - 4:30 pm CLOSED: Noon - 1:00 pm	No	Yes	Yes	Yes
<b>Libby</b> 952 E Spruce Suite 201 293-2423	Wednesday & Thursday: 8:00 am - 4:30 pm Friday: 8:00 am - 11:30 am (No road tests.) CLOSED: Noon - 1:00 pm	No	Yes	Yes	Yes
<b>Livingston</b> 1313 W Park St Suite 3 222-4610	Monday: 9:00 am - 4:30 pm Tuesday, Thursday & Friday: 8:30 am - 4:30 pm 5th Wednesday: 8:30 am - 4:30 pm CLOSED: Noon - 1:00 pm	No	Yes	Yes	Yes
<b>Malta</b> Courthouse 39 S 2nd E 654-2350	1st & 3rd Tuesday: 10:15 am - 1:45 pm	Yes	No	No	No
<b>Miles City</b> Courthouse 1010 Main St 232-2821	Monday: 9:00 am - 4:30 pm Wednesday & Friday: 8:00 am - 4:30 pm CLOSED: Noon - 1:00 pm Online <u>Appointment Scheduling</u> required for most services.	No	Yes	Yes	Yes
<b>Missoula</b> 2681 Palmer Suite A 329-1355	Monday: 9:00 am - 5:00 pm Tuesday through Friday: 8:00 am - 5:00 pm Online <u>Appointment Scheduling</u> required for most services.	No	Yes	Yes	Yes
<b>Philipsburg</b> Courthouse 220 N Sansome St 859-3831	3rd Thursday: 9:30 am - 3:30 pm CLOSED: Noon - 1:00 pm	Yes	No	No	Yes
<b>Plentywood</b> Courthouse 100 W Laurel Ave 765-3401	1st through 4th Tuesday: 10:00 am - 2:00 pm Limited services. Contact exam station for availability.	Yes	No	Yes	Yes
<b>Polson</b> 3 9th Ave W Suite D 883-3755	Monday: 9:00 am - 4:30 pm Tuesday: 8:00 am - 4:30 pm Wednesday: 8:00 am - 11:30 am (No road tests.) CLOSED: Noon - 1:00 pm Limited services. Contact exam station for availability.	No	No	No	Yes
<b>Red Lodge</b> County Administration Building 17 W 11th St 1-866-450-8034	Wednesday: 10:00 am - 3:00 pm CLOSED: Noon - 1:00 pm Online <u>Appointment Scheduling</u> required for all services.	Yes	No	No	No
<b>Roundup</b> 704 1st St E No phone	2nd, 3rd & 4th Wednesday: 10:00 am - 3:00 pm CLOSED: Noon - 1:00 pm	Yes	No	Yes	Yes
<b>Scobey</b> Courthouse 213 Main St 487-2671	4th Tuesday: 10:30 am - 1:30 pm	Yes	No	Yes	Yes
<b>Shelby</b> Courthouse 226 1st St S 424-8350	1st, 2nd & 3rd Tuesday: 10:00 am - 3:00 pm CLOSED: Noon - 1:00 pm	Yes	Yes	Yes	Yes



<b>Sidney</b> Courthouse 201 W Main St 1-866-450-8034	Monday: 9:00 am - 4:30 pm Thursday & Friday: 8:30 am - 4:30 pm CLOSED: Noon - 1:00 pm Online <a href="#">Appointment Scheduling</a> required for all services.	No	Yes	Yes	Yes
<b>Stevensville</b> 102 Main St Suite A 777-4388	Monday: 9:00 am - 4:30 pm Tuesday through Friday: 8:00 am - 4:30 pm	No	No	Yes	Yes
<b>Superior</b> Courthouse 300 River Rd 1-866-450-8034	2nd & 4th Thursday: 9:30 am - 3:30 pm CLOSED: Noon - 1:00 pm Online <a href="#">Appointment Scheduling</a> required for all services.	Yes	No	No	No
<b>Thompson Falls</b> Courthouse 111 Main St 827-6938	Tuesday & Wednesday: 8:00 am - 4:30 pm Thursday: 8:00 am - 11:30 am CLOSED: Noon - 1:00 pm	No	No	Yes	Yes
<b>Townsend</b> Courthouse 515 Broadway St 1-866-450-8034	1st Thursday: 9:20 am - 3:45 pm CLOSED: Noon - 1:00 pm Online <a href="#">Appointment Scheduling</a> required for all services.	Yes	No	No	No
<b>White Sulphur Springs</b> City Hall 105 W Hampton 547-3911	1st Wednesday: 10:00 am - 2:00 pm	Yes	No	No	No
<b>Wolf Point</b> Courthouse 400 2nd Ave S 653-6284	Wednesday & Thursday: 9:30 am - 2:30 pm	Yes	No	Yes	Yes

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MONTANA DEPARTMENT OF JUSTICE • DRIVER SERVICES

## Required Documents

You must bring certain documents with you to complete most driver licensing services. The documents are required to show proof of your identity, your Montana residency and your authorized presence within the United States of America. The lists below outline the types of documents that are accepted. Some transactions may require additional documents.

**Note:** Pay careful attention to the type of document that is needed, especially where it is noted that documents must be **certified copies, original, valid or current, not expired** and/or **from within a specified time period**. Photocopies of required documentation are not accepted.

You can order certified copies of your vital records, like birth and marriage certificates, from [VitalChek](#) for a fee. You can also order Montana documents from the [Office of Vital Statistics](#).

## Proof of Identity

The Montana Department of Justice, Motor Vehicle Division, accepts the following documents as proof of **full legal name and age** for people applying for a Montana driver license or identification card.

You must provide **two** documents—either two primary documents, or one primary and one secondary document listed—to an examiner at a Montana driver license station.

## Acceptable Primary Documents

- a color photo driver license or identification card, not expired for more than four years, issued by a U.S. or Canadian jurisdiction
- a certified birth certificate issued by a U.S. or Canadian jurisdiction
  - **Note:** a certified birth certificate typically has the registrar's unique seal (e.g., raised, embossed, impressed or multicolored), the registrar's signature and the date the certificate was filed with the registrar's office
- a certification from the U.S. Department of State or a U.S. embassy of the birth abroad of a U.S. citizen (Consular Report of Birth Abroad, form FS-240 or Certification of Report of Birth, form DS-1350)
- a digital identification card issued to the applicant by a federally recognized Indian tribe whose reservation is located in Montana, that contains the applicant's digitized image, date of birth and tribal enrollment number
- an unexpired military identification card issued by the U.S. Department of Defense (active duty, reserve, retired personnel or dependent of active duty personnel) that contains a color photo or digitized image of the applicant and the applicant's date of birth
- a valid, unexpired passport issued by the U.S. Department of State or the Canadian government
- a valid, unexpired passport card issued by the U.S. Department of State
- a valid, unexpired passport issued by a jurisdiction other than the U.S. or Canada and either:
  - an attached U.S. Citizenship and Immigration Services (USCIS) record of arrival and departure, form I-94 (same name with an unexpired endorsement of the nonimmigrant status) or
  - an un-expired resident permanent resident I-551 stamp
- one of the following valid, un-expired documents issued by the USCIS:
  - certificate of naturalization, form N-550, N-570 or N-578
  - certificate of citizenship, form N-560, N-561 or N-645
  - Northern Mariana card, form I-551 with "Northern Mariana" imprinted instead of "permanent resident"
  - American Indian card, form I-551 with "American Indian" imprinted instead of "permanent resident"
  - U.S. citizen identification card, form I-179 or I-197
  - permanent resident card, form I-551
  - temporary resident identification card, form I-688
  - U.S. re-entry permit, form I-327
  - refugee travel document, form I-571
  - employment authorization card, form I-688A, I-688B or I-766, or
  - record of arrival and departure, stamped "refugee", form I-94 without a valid passport but stamped "refugee" with a photo affixed
- a U.S. or Canadian-issued instruction, learner's driving permit or receipt of driver license or permit, if it is current and contains the applicant's photo and date of birth
- a prison inmate identification card issued to the applicant by the Montana Department of Corrections that contains a photo or digitized image of the applicant and the applicant's date of birth and adult offender number
- an emergency identification photo issued and certified by the driver licensing authority of a U.S. or Canadian jurisdiction that includes the applicant's name and date of birth - not acceptable for mail renewals or mail duplicates

## Acceptable Secondary Documents

- a second primary document
- an original U.S. social security card or Canadian social insurance card
- a certified copy of a marriage certificate or license issued by a government jurisdiction
- a U.S. or Canadian driver license or identification card that has been expired for more than one year but not more than five years
- a current U.S. or Canadian government jurisdiction employee photo identification card
- a U.S. or Canadian driver license or identification card that is current but does not have a color photograph
- a certified copy of a court order or judgment from a U.S. or Canadian court of competent jurisdiction containing the applicant's full legal name and date of birth
- any USCIS document approved as a primary document, but that is not expired for more than one year

Driver Services

Proof of Identity

Proof of Montana Residency

Proof of Authorized Presence

Proof of Social Security Number

Documentation of Name Change